

Macomb Community Action Advisory Board  
Budget Committee Meeting  
February 17, 2010

The Macomb Community Action Advisory Board Budget Committee met on Wednesday, February 17, 2010 in the VerKuilen Building, MI Works! Conference Room-Suite 11, 21885 Dunham Rd., Clinton Township, MI.

MEMBERS PRESENT:

John Bierbusse, Chair  
Michael Bruci  
Commissioner Flynn  
Jeff Jantz  
Laura Johnson  
Alice King  
Debbie Schroeder

MEMBERS EXCUSED:

Pastor John Mack  
Betty Slinde  
Commissioner Torrice

STAFF PRESENT:

Frank Taylor  
Madeleine Olszak  
Karen Frasard

1. Call to Order

The meeting was called to order by Chair Bierbusse at 11:45 a.m.

2. Determination of a Quorum

It was determined that a quorum was established with 7 members present.

3. Recommendation to approve the Agenda

Commissioner Flynn, supported by Debbie Schroeder, made a motion to approve the Agenda as submitted. Motion carried.

4. Recommendation to approve the January 20, 2010 minutes

Laura Johnson, supported by Michael Bruci, made a motion to approve the January 20, 2010 minutes. Motion carried.

## 5. Public Comment

Chair Bierbusse stated that this committee operates under the Open Meetings Act and asked if anyone was present who wished to address the Committee. There being no one present requesting this privilege, Chair Bierbusse proceeded with the meeting.

## 6. Recommendation to review and approve the January 2010 financial statements

Ms. Olszak reported on the January 2010 Financial Statements. Discussion of expenditures followed led by Commissioner Flynn.

Commissioner Flynn, supported by Debbie Schroeder, made a motion to approve the January 2010 Financial Statements. Motion carried.

Mr. Bierbusse explained that he needed to leave the meeting due to a prior commitment, and asked Commissioner Flynn to assume the Chair position.

## 7. Recommendation to receive and file the Budget Summary

Ms. Olszak reviewed the Budget Summary, explaining that we received the grant in the amount of \$705,028 for the Early Head Start program. The program will begin in April. The funding period is until September 30, 2010, and then is funded for \$1,125,499 through September 30, 2011.

Debbie Schroeder, supported by Laura Johnson, made a motion to receive and file the Budget Summary. Motion carried.

## 8. Recommendation to receive and file the Special Assistance Grants report

Madeleine Olszak reviewed the Special Assistance Grants report, noting that the Action Centers are processing customers at a record rate. Madeleine stated that the Centers are providing tax preparation assistance and that there is a 2 to 4 week wait for an appointment in spite of the extra hours staff are working.

- Laura Johnson inquired about the balance of \$140.66 in the rent/mortgage category. Madeleine stated that this was a result of a refund and reauthorization by United Way to over expend the food line by \$140.66 to spend out the contract.

Laura Johnson, supported by Michael Bruci, made a motion to receive and file the Special Assistance Grants report. Motion carried.

9. Recommendation to receive and file the Cash Donations report

Ms. Olszak reviewed the Cash Donations report.

Alice King, supported by Debbie Schroeder, made a motion to receive and file the Cash Donations report. Motion carried.

10. Recommendation to receive and file the Financial Detail Report on the Head Start Program.

Ms. Olszak presented the Financial Detail Report on the Head Start Program. Madeleine explained the columns for the new members.

Laura Johnson, supported by Debbie Schroeder, made a motion to receive and file the Financial Detail Report for the Head Start Program. Motion carried.

11. Emerging Issues

- Jeff Jantz announced that a flyer, "Healthy Kids / Happy Families," is being created to increase health conscious behavior in children.
- Michael Bruci shared information from the Early Head Start conference that was held in D.C. More information will be available at the next full board meeting.

12. Other Business

There was no other business.

13. Schedule Next Meeting – Full Board – March 9, 2010, at Macomb County Health Department

14. Adjournment

Debbie Schroeder, supported by Laura Johnson, made a motion to adjourn the meeting at 12:35 p.m. Motion carried.

Respectfully Submitted

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Karen Frasard, Recording Secretary